

To: Hospital CARE Level I Assessors

Subject: CARE Level I Procedure

The Kansas Department for Aging and Disability Services (KDADS) has contracted with the Area Agencies on Aging across the state to become Aging and Disability Resource Centers (ADRC's). The ADRCs provide many services, including the Care Level I assessments. The CARE assessment continues to serve as a valid proof of PASRR for your patients who are planning to enter a NF or LTCU.

Effective January 1st, 2013 the CARE Level I process is as follows:

1. Prior to completing a CARE assessment, hospital assessors must check with the ADRC to determine if the customer has a valid CARE assessment on file.
2. If a CARE assessment has **not** been completed in the past 365, you can request a CARE assessment to be completed by the ADRC. If the ADRC cannot meet your timeframe, and you are a qualified assessor, you can complete the assessment yourself.
3. If you complete a CARE assessment, **fax it to KDADS at 785-291-3427** where the assessment will be data entered.

Less than 30 day Dr. Order: A provisional admission to a NF or LTCU can occur when an individual has a **physician-certified** planned stay of no more than 30 days. To qualify as a provisional admission, a stay of no more than 30 days must be:

- a. A physician ordered admission that is due to the individual's health condition for the purpose of rehabilitation, and the anticipated length of stay in the NF or LTCU is no more than 30 days. The NF or LTCU must obtain the less than 30 day physician order prior to admitting the individual. (FSM 2.1.4.G.1.a)

Emergency Admissions: A NF could admit an individual on an emergency admission under one of the following situations:

- a. An admission is requested by DCF Adult Protective Services (APS);
- b. A natural disaster occurs;
- c. The primary caregiver becomes unavailable due to a situation beyond the caregiver's control (eg. Caregiver becomes ill or is injured in an accident);
- d. A physician has ordered immediate admission due to the individual's condition;
- e. An admission of an out-of-state resident to a Kansas NF or LTCU that is beyond the individual's control (Example: A resident is admitted on a weekend when an ADRC assessor is not available) (FSM 2.1.4.G.2)

If you need further clarification please contact:

Sue Schuster, LMSW

Phone: 785-368-7323

Email: Sue.Schuster@kdads.ks.gov

Sincerely,

Craig Kaberline, MSW
Kansas Department for Aging and Disability Services
Commissioner on Aging
Phone: 785-368-7331
Email: Craig.Kaberline@kdads.ks.gov

Janis DeBoer
Aging and Disability Resource Center
Administrator
Phone: 785-267-1336
Email: janis@k4a.org